

**ENFIELD BEAUTIFICATION COMMITTEE
MINUTES OF A REGULAR MEETING
Tuesday, May 21, 2019 7:00 pm
Enfield Department of Public Works Building
40 Moody Road, Enfield**

1. ROLL CALL

Present for the meeting: Chairman Timothy Norris, Roberta Ladd, Deborah Gaskell
Absent: Vice Chairman Darren Ketchale, Meghan Mosher

Also Present: Daniel Edwards Assistant Director of Public Works and Alexis Nai
Recording Secretary.

2. APPROVAL OF MINUTES: Tabled

3. OLD BUSINESS:

- *Community Map Project- Display Update.*

Mrs. Ladd spoke to someone from the cultural arts commission who stated
Beautification could resubmit the application before June for the next fiscal year.

Mr. Norris will e-mail Mr. Ketchale to resubmit the application with additional
details regarding the plan for the project.

- *Adopt a Spot- Update*

Mr. Norris stated that Karen McNally called him regarding the Adopt-A-Spot program
and he referred her to Ms. Gaskell.

Mr. Edwards stated that he received the application for the adopt-a-spot.

Ms. Gaskell stated that Adopt A Spot calls have been coming into the Town
Manager's office and are referred to Ms. Gaskell with urgency. She is proposing to
avoid urgent requests by putting up editable applications to be done online to be
easier for all parties. The committee can review the applications as they come in.

Mr. Norris stated the IT department could put up online forms so folks do not have to
print them out and send them in.

Ms. Gaskell noted that process would also alleviate Ms. Anderson from having to
contact Ms. Gaskell when they receive inquiries.

Ms. Gaskell will e-mail Ms. Anderson to upload the updated Adopt-A-Spot forms to the town website.

Ms. Gaskell questioned if Karen McNally's application was the only one that came in.

Mr. Edwards stated it was the only they received.

Ms. Gaskell noted that she talked to a few people that were interested and sent them applications.

Mr. Edwards confirmed that that he received Ms. McNally's check for the sign.

Ms. Gaskell noted that she is ready to have the sign installed. Ms. Gaskell questioned what the process was to get the sign in.

Mr. Edwards stated they may be able to have the signs printed and installed. He would just need to know the dimensions and look at the designs. He also suggested the committee sit with the sign designer to pick out a new sign.

Ms. Gaskell noted that they can use one of the olds signs that needs to be taken out as the base design. Ms. Gaskell requested that Mr. Edwards have the signs taken out for the businesses are no longer participating for the adopt-a-spots. Ms. Gaskell will e-mail the locations of the adopt-a-spots to Mr. Edwards that need to be removed.

Mr. Edwards stated they will replicate the sign and e-mail the committee a picture of the sign once it is finished.

Ms. Gaskell discussed a phone call from Bob Saunders (JR Russo from the north central chamber of commerce) requesting the Phoenix Ave location that garden's dream is pulling out of. Since they are part of the four town chamber of commerce, she didn't think it would be an issue. She noted they have the means to take out the invasive horsetail that has invaded the spot. She is going to send out the forms and will be another sign that needs to be ordered.

Ms. Gaskell stated that since its grass growing season, she noted that the Lutheran church adopt a spot (Where Elm Street turns into North Street) requested that the grass be cut a little taller if possible.

Ms. Gaskell noted that honoring the Adopt A Spot participants went well and would like to continue. She would also like to send a thank you note to the Garden Club for offering to donate perennials to the Adopt A Spot participants.

Ms. Gaskell noted they have a number of spots that could become available, she would like to list the locations on the town website. She questioned if they should remove some of the locations because of their locations.

Mr. Norris noted that it is up to the participant to choose the location of the spot and whether or not they want the spot in a busy area.

- *Budget*

Mr. Norris noted that the budget was passed and increased to \$8000 for 2019/2020 fiscal year. He thanked Mrs. Ladd for making phone calls. They received calls from council members requesting a list of accomplishments.

Mrs. Ladd noted the council members seemed very supportive of the budget increase. She recommended creating a monthly budget to give to the council so they are apprised of the council needs and also having a meeting to itemize for the following year in November.

Mr. Edwards stated they are considering the Beautification Committee to open a fund for donations. The Committee would have to go in front of the Town Council should the fund be able to be open.

Ms. Gaskell noted that might be an incentive for adopt a spot participants if we can purchase signs from donations.

- *Clean Sweep*

Mr. Norris stated that they needed to move the date because of the weather. He did not think it was safe. They have not been able to reschedule due to weather and sports schedules. He noted they do the Scantic River clean up in August, but they probably will not be able to get as many school organizations as they do during the school year for Clean Sweep. He recommended June 15th before school gets out. He will contact Mr. Ketchale to see if that date will work.

Mr. Edwards noted he won't be there, but he can make sure the dumpster is at the town if they do that date.

Ms. Gaskell recommended adding a rain date next year. She also has adopt a spot letters printed out for the makeup date.

Mr. Norris stated he will follow up with Mr. Ketchale and Ms. Mosher on the clean sweep shirts to see if they were printed and paid.

4. **NEW BUSINESS:**

- *Other*

Ms. Gaskell received a request from the social studies coordinator from the middle school for grade 8. They have been researching civil war residents that died in battle. They have created 39 biographies and having signs made. The idea for partnership is the locations similar to adopt a spot. They should be ready for an initial presentation on Memorial Day and presented to the town. They are currently looking for spots for the signs. Ms. Gaskell was wondering if they could “adopt a hero” type adopt a spot to get more participation and beautify the biographical signs. The idea is to place them in a safe walkable location. She thinks it would be good partnership if they put them near the bike path or at the town green.

Mr. Norris was wondering what the proper location would be to recognize the veterans.

Ms. Gaskell noted to keep in mind there are 39 signs and they wouldn’t look right all together.

Ms. Gaskell is looking for ideas.

Mr. Edwards recommended around Freshwater pond or the bike path.

The Committee questioned if there was a location near powder hollow they could go.

Mr. Edwards noted there are very many no parking signs in that areas.

Mr. Norris questioned if there is a civil war memorial here in town or does not want to upset any veterans if there is a proper place/process they should be following. However, he does want to partner with the middle school on this project. He would like to get the veterans opinions before they are placed.

5. **MISCELLANEOUS**

6. **ADJOURNMENT**

Mrs. Ladd motioned to adjourn at 8:26 PM, Mr. Norris seconded the motion. All in favor 3-0-0.